



Amended
AGENDA
ENFIELD TOWN COUNCIL
SPECIAL MEETING

Thursday, March 31, 2016
6:30 p.m. – Enfield Room

- 1. Roll Call**
- 2. Discussion/Resolution:** Resolution Authorizing the Town Manager to Apply for Funds with the State of Connecticut Small Cities Program.
- 3. Discussion/Resolution:** Resolution Adopting the Fair Housing Policy Statement.
- 4. Discussion/Resolution:** Resolution Regarding Setting Public Hearing for the 2016/2017 Budget.
- 5. Budget Discussion**
 - a. **Probate** p.37
 - b. **Library** p. 98
 - c. **Recreation** p. 209
 - d. **Town Manager** p. 27
 - e. **Town Council** p. 25
 - f. **Finance** p. 52
- 6. Adjournment**



TOWN OF ENFIELD

March 31, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Apply for Funds with the State of Connecticut Small Cities Program

Councilors:

Highlights

Funds are currently available, on a competitive basis, through the federal Community Development Block Grant (CDBG) – Small Cities Program administered by the Connecticut Department of Housing.

The CDBG program was established by the Housing & Community Development Act of 1974 and is intended to meet the diverse needs of communities throughout the country. Eligible activities include, but are not limited to, housing rehabilitation, infrastructure improvements, community facilities, historic preservation, public services, economic development and homeownership assistance. In addition, all activities funded through the CDBG program must meet one of three national objectives. These include: 1) activities which benefit low and moderate income household—households at or below 80% area median income; 2) the elimination of slums and blight; and 3) activities which meet an urgent community development need for which no other resources are available.

Federal regulations require that in order to apply for CDBG funds municipalities must development and follow a Citizen Participation Plan designed to maximize the opportunity for public input. Among other initiatives, this requires published notice and a public hearing be held to solicit comment on past community development initiatives, activities for which the town may wish to pursue during the current application round and suggestions for future activities. A public hearing was held by Town staff on the evening of March 24, 2016. Scott Bertrand Executive Director of the Enfield Housing Authority was present and spoke in favor of improvements to Laurel Park and Green Valley public housing complexes. The specific improvements requested included the replacement of windows, siding and doors. In addition, Steve Cogtella, a local resident was present along with Office of Community Development staff Jim Hallisey and Dawn Hunt.

Staff recommends that the Town apply for \$500,000 in funds to further for Public Housing Modernization. This recommendation is based on the following:

- 1) Competitiveness – More and more communities are competing for a shrinking pool of funds. Public Housing continues to rate and rank well under the Department of Housing's application process.
- 2) Effectiveness – Laurel Park and Green Valley have provided decent, safe and affordable housing to Enfield's low and moderate income residents for over 60 years. As with all housing stock the need for reinvestment is ongoing.
- 3) Leveraging – The Housing Authority intends to provide \$290,000 in matching funds.

Budget Impact

The approval of the proposed resolution will have no impact on the Town's budget.

Recommendation:

That the Town Council adopt the attached resolution.

Respectfully Submitted,



Peter L. Bryanton
Acting Assistant Town Manager of Development Service

Attachments

1. Resolution

CERTIFIED RESOLUTION

SMALL CITIES PROGRAM

I, Suzanne Olechnicki, Town Clerk, certify that below is a true and correct copy of a resolution duly adopted by the Town of Enfield at a meeting of the Town Council duly convened on March 31, 2016 and which has not been rescinded or modified in any way whatsoever and is at present in full force and effect.

Suzanne Olechnicki, Town Clerk

Date

(SEAL)

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 -3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the Department of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Enfield make application to the State for \$500,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered; and,

NOW, THEREFORE, BE IT RESOLVED BY THE Enfield Town Council:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,

2. That the filing of an application by the Town of Enfield in an amount not to exceed \$500,000 for Public Housing Modernization is hereby approved, and that the Town Manager is hereby authorized and directed to file such application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Enfield.



TOWN OF ENFIELD

March 31, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Adopting the Fair Housing Policy Statement

Councilors:

Highlights:

- In accordance with Federal regulations, the Connecticut Department of Housing requires that applicants for Community Development Block Grant – Small Cities Program funds adopt a fair housing resolution.
- A fair housing resolution is to be adopted by the governing body to formally embrace the goals of fair housing.

Discussion/Analysis

The attached Fair Housing Resolution and accompanying Fair Housing Policy Statement indicate that the Town will follow fair housing regulations and not discriminate against any protected classes in the implementation of all federal programs. The policy and plan also designates the Town Manager or his representative to respond to fair housing complaints, provides contact information for same, and sets forth a complaint procedure.

Budget Impact

The passage of the attached resolution will have no effect on the Town's general fund budget.

Recommendations

That the Town Council adopt the attached resolution.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Peter Bryanton", followed by a long horizontal line.

Peter Bryanton
Acting Assistant Town Manager of Development Services

Attachments:

1. Fair Housing Resolution
2. Fair Housing Policy Statement

**TOWN OF ENFIELD
FAIR HOUSING RESOLUTION**

WHEREAS, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status, national origin, or national origin be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, The Town of Enfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOLVED, That the Town of Enfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED, That the chief executive officer of the Town of Enfield or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Enfield and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the Town of Enfield on March 31, 2016

Lee C. Erdmann, Acting Town Manager

Town Seal



TOWN OF ENFIELD

TOWN OF ENFIELD

FAIR HOUSING POLICY STATEMENT

It is the policy of the Town of Enfield to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by this Town of Enfield must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of Enfield or any of sub-recipient of the Town of Enfield will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town of Enfield.

The municipality's Office of Community Development is responsible for the enforcement and implementation of this policy. The Housing Code Inspector, Richard Metcalf, may be reached as follows:

Building Department
Town of Enfield
Richard Metcalf
820 Enfield Street
Enfield, CT 06082
(860) 253-6386
rmetcalf@enfield.org

Complaints pertaining to discrimination in any program funded or administered by this Town of Enfield, may be filed with the Fair Housing Officer. The Town may attempt to resolve complaints at the local level or forward to one or more of the following agencies:

Complaints may be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all Town of Enfield employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town of Enfield.

Revised March 29, 2016

Date

Lee C. Erdmann, Acting Town Manager

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting Richard Metcalf, (860) 253-6386.

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

Resolution Regarding Setting Public Hearing for the 2016/2017 Budget

WHEREAS, that the Town Council of the Town of Enfield values the opinions and comments of its constituents; and

WHEREAS, in accordance with Chapter VI, Section 4, of the Enfield Town Charter, any elector or taxpayer may have an opportunity to be heard regarding appropriations for the ensuing fiscal year and for the purpose of being heard on issues of vital community importance and concern; and

WHEREAS, the Town Council shall conduct a public hearing at the JFK School Auditorium, 155 Raffia Road, Thursday, April 21, 2016 at 7pm.

BE IT RESOLVED, that the order of business of the 2016-2017 budget hearing be arranged as follows:

1. Presentation of the Town Manager's Budget.
2. The Chairman of the Board of Education highlights Education Budget.
3. Comments from members of the public for the first time.

BE IT FURTHER RESOLVED, that each speaker be requested to register with the Town Clerk his name and address and that no speaker be allowed to speak more than five minutes each successive time the speaker's name is called. Additionally, any speaker who has not registered with the Town Clerk will be allowed to speak only after those who have registered no longer wish to speak.

Date Prepared: March 29, 2016
Prepared By: Town Manager's Office